

Form 9-2048
{November 1999}

United States
Department of the Interior
GEOLOGICAL SURVEY

USGS OPAC Billing
Request # 9-6121-01713

OPAC BILLING REQUEST

1. Information Required by Treasury:

USGS Contact Susan R. Smith Contact Phone No. 703 648-0001

Customer's ALC 14-01-0001
(8-digit Agency Location Code)

Customer's Reference Numbers: (17-character fields)*

Customer's Agreement No. DOI OS 176599

Customer's Purchase Order/Contract No. PO 171717

Pay Flag: P Quantity: 100 Unit Price: \$ 5,000 Unit Issue: EA
[P=partial F=final]

Description (160 characters):**

Refund of travel expenses incurred by Joe Schmoe on travel as agreed to in the above referenced agreement.

2a. USGS/FFS Required Accounting Info:

Billed Amount \$ 5,000

BFY: 1999

Fund: 0804

Org Code: 6121

FFS Agreement #: _____

Vendor Code: 22110

Proj/Acct No:*** 9-6121-50010

Object Class: *** _____

2b. Distribution of credits to more than one BFY or agreement

<u>\$1,000</u>	<u>\$1,500</u>	<u>\$2,500</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. I certify that the services/items billed were delivered, or advance billing is in accordance with the above agreement.

Signature

Date

Notes: (See OFM Instructional Memorandum 2000-01 for additional instructions).

* One of these reference numbers MUST be entered. Both numbers should be entered if known by the billing office.

** Description MUST include any information required by the customer that is not already included on the Form, such as the customer's accounting information, etc, and any other information to assist the customer in identifying the charge.

*** Required only if the billed amount is to be credited to a division account number for a refund of expenditures.

Supporting documentation is to be maintained by the billing office and should not be attached to this form.

Completed forms are to be either faxed to OFM-ARB (703 648-7687), sent as a '.doc' attachment to an Email message to OFM Email address clcarlso@usgs.gov, or mailed to the following address for processing:

USGS-OFM-ARB-OPAC

271 National Center
Reston, VA 20192